

SECRET

OSA 5445-63

18 October 1963

MEMORANDUM FOR: Chief, Operations Division, OSA

SUBJECT: Airlift - Headquarters Assigned Aircraft

1. I have recently participated as an aircrew member in a Headquarters directed airlift of take from Eastmak-Kodak to NPIC. The over-all management of this flight reflected unfavorably on this Headquarters.

2. Observations as a result of above mission:

- a. Headquarters unaware of a possible requirement for airlift.
- b. Airlift again being handled via telephone rather than message.
- c. Headquarters unaware of weight and cube of materiel for airlift.
- d. Aircrew not briefed in any manner except go to Rochester for pickup.
- e. No documents, planning charts, regulations, etc., available in Headquarters to assist Headquarters pilots in preparation for mission.
- f. No instructions containing names of contacts, courier, or telephone numbers at destination.

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- g. Headquarters assigned pilots generally uninformed on policies and procedures.
 - h. Freight delayed at Eastman-Kodak due to lack of transportation from plant.
 - i. Courier not informed names and telephone numbers of Security contacts at plant.
3. Request immediate action to recover positive control of Headquarters aircraft and airlift procedures.

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Acting Deputy Assistant Director, OSA

cc: D/FA/OSA

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ADAD/OSA,  :ph (18 Oct 63)

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